



General Information Bulletin

Subject: Diesel - Filed Requirements for 2023 – 2024

DATE: March 2, 2023

Circular Letter #: 892

GROUP #: 05602

DESCRIPTION 05602 – Ultra-Low Sulfur Diesel & Biodiesel (On-Road Use Only)

OGS CONTACTS:

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Reminder the period for filing requirements for 2023-2024 will be closing Monday, March 6, 2023!

Please note the end date of the contract period has been revised in red print

The period for filing requirements for 2023 - 2024 is now open for **only** the following counties and fuel types:

**Ultra-Low Sulfur Diesel and Biodiesel (On-Road Use Only)
(August 25, 2023 – **August 22, 2024**) (RL-221)**

County	Fuel Type
Albany	ULSD 2D Regular
	ULSD 2D Premium
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
Columbia	ULSD 2D Regular
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
Fulton	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
Greene	ULSD 2D Regular
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
Montgomery	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
Rensselaer	ULSD 2D Regular
	ULSD 2D Premium
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
	ULSD 2D BIO (B10) - a blend of 90% petroleum diesel and 10% soy-based product
Saratoga	ULSD 2D Regular
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
Schenectady	ULSD 2D Premium
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
St. Lawrence	ULSD 2D Regular

Ulster	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
	ULSD 2D BIO (B10)- a blend of 90% petroleum diesel and 10% soy-based product
Warren	ULSD 2D Regular
	ULSD 2D Premium
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product
Washington	ULSD 2D Regular
	ULSD 2D Premium
	ULSD 2D BIO (B5) - a blend of 95% petroleum diesel and 5% soy-based product

Requirements for counties and fuel types other than those listed above are not open at this time.

If you plan on using the OGS contract, please submit your requirements online by **Monday, March 6, 2023** at: <https://online.ogs.ny.gov/psgfiledrequirements/default.aspx>

You will need your username and password to enter the Filed Requirements System. If you have not filed before and do not know your agency's OGS Customer ID number, you may contact Procurement Services Customer Services at customer.services@ogs.ny.gov to obtain it.

If you do not currently have an OGS Customer ID number, you will need to contact Customer Services to register for one.

The filing of your fuel requirements will be considered authority for OGS Procurement Services to award contracts for these requirements for the full contract period, including any renewals. **Once your requirements have been submitted, your agency is obligated to purchase its required fuel from the fuel vendor that is awarded a contract for that delivery location. You must not enter into any other contract during the full contract period.**

When submitting your agency/building's fuel requirements, please refer to the "Fuel Requirement Submittal Guidelines" (RL-221) and:

- Make sure to update your contact information, billing information, delivery location, and tank information is correct.
- Your requirement should cover the volume of fuel your facility is expected to use in one (1) year.
- List all volume requirements in gallons.
- Once requirements have been submitted, please print a copy of the confirmation page for your records.

Please Note: Although requirements may be requested, bids and awards for all requirements may not be made.